Web Content Management Intern



Project Title	Web Content Management Intern
Droloct Slimmary	Web content management of the official internship website of one of the most creative and successful digital teams in the U.S. government.
Country	United States

Project Description

The VA Digital Media Engagement Team's Web Content Management Interns play an essential role in producing high-quality and accurate content for interns and external stakeholders interested in Veterans Affairs. Interns are responsible for regular audits and revisions to content on the DME Team's official internship website (https://dmeinterns.org/) to ensure it has accurate and up-to-date information while developing and implementing strategies that will enable the DME Team's official internship website to meet its goals.

Depending on need, interns may also be called upon to install or update plugins and themes, modify WordPress settings, update theme settings, create sliders, edit pages using various page builders, update menus, widgets, and page settings as well as managing users, updating SEO metadata, etc. Interns will be asked to work on multiple projects when in the program. At least one of these will be a priority need that will be communicated by Web-focused program leadership. In addition, Web Content Management interns will be asked to work on at least one project that improves the official internship website while addressing the intern's professional development goals within the program. These individual projects will be mutually decided by the intern and leadership within the program. Examples of individual projects related to Web Content Management could include, but are not limited to, the following:

- Develop and implement a search engine optimization (SEO) strategy for dmeinterns.org
- Develop and implement a new content series for dmeinterns.org (including writing one's own blog posts and/or working with other interns within the DME Team Internship Program to acquire content)
- Develop and implement an optimized workflow for posting web content to the DME Team Internship Program
- Revise and implement new web-based onboarding content on the dmeinterns.org website
- Optimize graphics on dmeinterns.org to match the purpose and theme of the website

Prospective interns should have prior WordPress experience, strong written communication skills, excellent teamwork skills, an understanding of VA's mission, and an understanding of web development. Prospective interns should examine the DME Team's official internship website and address potential improvements when applying.

The Department of Veterans Affairs' Digital Media Engagement Team internship is one of the largest and most established internship programs available through the Virtual Student Federal Service. This past year, our internship has hosted over 300 interns in various departments and leadership positions. If you want to join a team that is well structured and will offer meaningful work that will help you build skills that you can add to your resume, then we strongly encourage you to apply to our team.

Required Skills or Interests

Skill(s)

Research

Website design

Writing

Additional Information

For more information about interning with the Department of Veterans Affairs' Digital Media Engagement Team VSFS Internship program, please visit https://dmeinterns.org/.

Language Requirements

None